

California Year 2000 Process

Recognizing the Year 2000 Challenge

The State has been working to address the Year 2000 (Y2K) challenge for several years. However, prior to February 1999, California State agencies and departments worked independently, using different methodologies or approaches, to manage their Y2K preparedness efforts. As a result, it was difficult for the State to accurately assess just how prepared it was for the Y2K challenge.

A Coordinated Approach



Governor Davis has made the Y2K issue a priority for the State. In February 1999, he issued Executive Order D-3-99, which stipulated the conditions for addressing the Y2K issue. Since then, the State Chief Information Officer, Elias S. Cortez, has established a Y2K Program Management Office (PMO). The Y2K PMO serves as an “umbrella” organization for providing centralized and coordinated direction, oversight, monitoring, and reporting for the Y2K activities of all State agencies and departments.

Standard Methodologies and Processes

Under the guidance of the Y2K PMO, the State has developed standard assessment, business continuity planning, and reporting methodologies for use by all State entities. This has allowed the State to assess and measure all State entities’ Y2K issues and remediation progress according to the same criteria.

Detailed Departmental Assessments

All 116 State entities have completed detailed departmental assessments (DDAs). These DDAs evaluate each entity’s systems, which are classified as mission critical, department critical, and non-mission critical. Additionally, DDAs identify the corrective actions necessary to make these systems Y2K compliant.

State entities report their progress towards becoming Y2K compliant weekly to the Y2K PMO. The reporting process is web enabled and structured around a baseline DDA format.

Independent Verification and Validation

California has taken an objective approach to Y2K readiness. Once State entities prepare their DDA, it must be verified and validated by an independent, third party vendor. Therefore, minimizing self-assessment. This ensures a consistent and accurate picture of an entity’s remediation needs.

Continuity Planning

State entities have prepared Continuity Plans for Business (CPB). These plans focus on core business processes, rather than systems, and outline how entities will provide their services in the event of a Y2K disruption.

Communication and Outreach

The State has undertaken a variety of communication and outreach activities to ensure Californians are informed of the Y2K issue, know how to prepare for the millennium change, and know where to go for accurate information.

Collaboration



The State is working with local governments and private sector service providers to ensure that Y2K activities are coordinated as necessary. This

includes testing of key interfaces, communicating about each entity’s preparedness, partnering in communication and outreach activities, and sharing of resources when possible.